

**Milford Township Board of Supervisors' Re-Organization Meeting Minutes  
January 5, 2026 - 7:00 pm**

**Attendance:** Supervisors present: John Mininger, Christian Haberle, and Timothy Johnson. Staff present: Jeff Vey, Township Manager; Devan Ambron, Assistant Manager/Secretary/Treasurer; Todd Baldwin, Pennoni, and Kate Harper, Timoney Knox.

Mr. Mininger took a moment to recognize Mr. Strunk for his 39 years of service.

**I. Re-Organization:**

**Call to Order:** Mr. Mininger called the meeting to order at 7:00 p.m.

**Appointments:**

Mr. Mininger appointed Mr. Vey to Temporary Chair of the Board of Supervisors.

Upon nomination by Mr. Mininger, seconded by Mr. Johnson, Mr. Haberle was nominated and appointed as Permanent Chair of the Board of Supervisors, no other nominations were presented. The Board unanimously appointed Mr. Haberle as Chair.

Upon nomination by Mr. Haberle, seconded by Mr. Johnson, Mr. Mininger was nominated and appointed as Vice Chair of the Board of Supervisors, no other nominations were presented. The Board unanimously appointed Mr. Mininger as Vice Chair.

**Resolution No. 2026-01. Approved Depositories, Appointments, Reappointments and Modification of Appointments.**

	<u>Term Expires</u>
Township Manager	Jeffrey Vey
Bond Requirement	\$2,000,000.00
Township Solicitor	Timoney Knox, LLP (Fees outlined in Fee Schedule)
Township Engineer	Andersen Engineering a Division of Pennoni (Fees outlined in Fee Schedule)
Township Traffic Engineer	SAFE Highway Engineering, LLC (Fees outlined in Fee Schedule)
Assistant Manager/Secretary/Treasurer	Devan Ambron
Bond Requirement	\$3,000,000.00
Designation of Official Depository	PLGIT, QNB, TD Bank and Univest
Code Enforcement	Gregg Kravitsky
Zoning Officer	Gregg Kravitsky
Building Code Official	Gregg Kravitsky
	Barry Isett & Associates (Third Party)
Assistant Zoning Officer	Jeffrey Vey
Public Works Director	Andrew Todd
Elected Real Estate Tax Collector	Sandra Sutliff (4-Year Term) 12/31/2029
Earned Income Tax Collector	Keystone Collections Group
Local Tax Collector	Sandra Sutliff (4-year Term) 12/31/2029
Independent Auditor	Styer Associates
<u>Zoning Hearing Board</u> (3-Year Term)	Tim Jozefowski, Member 12/31/2026
	Josh Sinsel, Member 12/31/2025
	Joe Sroka, Member 12/31/2026
	Bryan Malachowski, Alternate 12/31/2028
	Shawn Ober, Alternate 12/31/2027
<u>Zoning Hearing Board Solicitor</u>	High Swartz LLP
	Thomas E. Panzer, Esquire
<u>Board of Supervisors</u> Elected 6-Year Term	<u>Vacancy Board</u> 1-Year Term
John Mininger 12/31/2027	Stephen Shelly 12/31/2026
Christian Haberle 12/31/2029	
Timothy Johnson 12/31/2031	<u>Planning Commission</u> 4-Year Term
	Francis Murray 12/31/2028
<u>Elected Auditors</u> 6-Year Term	Edwin Bolton 12/31/2029
Vacant	Merv Afflerbach 12/31/2026
Michael Cordovano 12/31/2029	Susan Edwards 12/31/2027
Julia Fuentes 12/31/2027	Adam Klein 12/31/2027
<u>Quakertown Area Planning Committee</u>	<u>Park and Recreation</u> 5-Year Term
John Mininger, Supervisor	Robert Irick 12/31/2026
Adam Klein, Planning Commission Member	Allen Clemens 12/31/2029
	Kyle Kocher 12/31/2028
	Iveta Gigova 12/31/2027
	Jerry Hertz 12/31/2030
	<u>Emergency Management</u>
	Josh Mallery, Emergency Management Coordinator
	Christopher Kletzing, Assistant Emergency Management Coordinator
	<u>Agricultural Security Area Advisory</u> 1-Year Term
	Timothy Johnson, Supervisor
	Paul Longacre, Farmer
	Terry Landes, Citizen
	Wendell Gehman, Farmer
	Lester Weisel, Farmer
	<u>Fire Marshal</u>
	Christopher Kletzing

<u>Building Code of Appeals 5-Year Term</u>	
James Rotenberger	12/31/2027
Estelle Eberhardt	12/31/2030
Eric Jurin	12/31/2026

<u>Milford Township Water Authority 5-Year Term</u>	
Fran Murray	12/31/2028
Richard Kulp	12/31/2027
Christian Haberle	12/31/2026
Arnold Mancini	12/31/2030
Joseph Smalley, Jr.	12/31/2029

<u>Milford Trumbauersville Area Sewer Authority 5-Year Term</u>	
Arik Bolton	12/31/2029
Warren Levy, Jr	12/31/2027
Robert Smith	12/31/2030
Gary Parzych	12/31/2026
Keith Ruppel	12/31/2028

Mr. Mininger made a **MOTION** to approve **Resolution No. 2026-01**, Approved Depositories, Appointments, Re-Appointments and Modifications of Appointments. The motion was seconded by Mr. Johnson and passed unanimously.

**Resolution No. 2026-02, Establishing Earned Income Tax Rates.** Mr. Vey reported the earned income tax rates remain unchanged, 1% to Quakertown Community School District, 0.50% to Milford Township General Fund, 0.25% to Milford Township Open Space Acquisition Fund and the universal non-resident withholding rate of 1%.

Mr. Haberle made a **MOTION** to approve **Resolution No. 2026-02**, Establishing Earned Income Tax Rates for 2026. The motion was seconded by Mr. Johnson and passed unanimously.

**Resolution No. 2026-03, Real Estate Tax.** Levying a tax upon real property for road, bridge and general township purposes in the amount of 0.75 mils and the support of fire companies who serve Milford Township in the amount of 1.25 mils and providing a discount for early payment and a penalty for late payment.

Mr. Mininger made a **MOTION** to approve **Resolution No. 2026-03**, Real Estate Tax. Mr. Johnson seconded the motion. The motion passed unanimously.

**Resolution No. 2026-04, Fee Schedule for Services with Revenue Codes.** Mr. Haberle made a **MOTION** to approve **Resolution No. 2026-04**, 2026 Fee Schedule. The motion was seconded by Mr. Mininger and passed unanimously.

**Resolution No. 2026-05, Street Light Assessment.** Mr. Vey stated a total of 150 streetlights are billed annually.

Mr. Haberle made a **MOTION** to approve **Resolution No. 2026-05**, Street Light Assessments. Mr. Mininger seconded the motion. The motion passed unanimously.

**Certification of Delegates to attend 2026 PSATS Convention April 19-22, 2026; Selection of Voting Delegate.** Mr. Haberle nominated Mr. Mininger to serve as the voting delegate for Milford Township at the 2026 PSATS Convention, scheduled to take place at the Hershey Lodge from April 19-22, 2026. Mr. Haberle also mentioned that he and Mr. Mininger will be attending the conference.

Mr. Haberle made a **MOTION** affirming that Mr. Mininger would be the Voting Delegate of Milford Township at the 2026 PSATS Convention. The motion was seconded by Mr. Johnson and passed unanimously.

**Public Comment:** No public comment was received.

**Adjournment:** The Milford Township Reorganization Meeting adjourned at 7:06 p.m.

## **II. Regular Meeting:**

**Approval of Minutes:** Mr. Haberle made a **MOTION**, seconded by Mr. Mininger, to approve the December 2, 2025 and December 22, 2025 meeting minutes as presented.

**Financial Report:** Invoices for Approval, Treasurer’s Report November 30, 2025, Contribution(s) to Fire Company, Contribution to Senior Center. Mr. Mininger made a **MOTION** to approve the current bills list, Treasurer’s Report of November 30, 2025, and annual contributions to the Fire Companies and Senior Center. The motion was seconded by Mr. Johnson and passed unanimously.

## **Zoning Hearing Board:**

Mr. Kravitsky announced the Zoning Hearing Board will meet on Tuesday, January 6, 2026 to hear the application of Kevin Willauer, 2000 John Fries Highway, TMP No. 23-010-090 for a Variance from Section 404 A7, subsection (c) to allow an agricultural retail store exceeding 750 square feet. The Applicant seeks a modification of a Milford Township Hearing Board decision issued on June 23, 2023, to allow an increase of floor area to 1,000 square feet. The Applicant further seeks a variance to increase the floor area to 1,059 square feet to construct an employee bathroom. Mr. Kravitsky stated he has received correspondence from Mr. Laboski, solicitor for applicant, requesting a continuance of the advertised meeting to allow for an amendment to the original application. Mr. Kravitsky further stated the application will be readvertised. Mr. Kravitsky stated the Zoning Hearing Board will also hear the application of Mill Stream Estates, LLC,

equitable owner, 2715 Dahl Rd, TMP#23-005-098-002. The Applicant seeks a Special Exception under Section 808, to allow a change in one nonconforming use, a warehouse, to another nonconforming use, a G6 Contracting use. Mr. Schilling of Scheetz Church Road stated at a meeting on August 5, 2025, Mr. Willauer's stormwater issues were discussed where Mr. Kravitsky stated it would be revisited. Mr. Vey stated the matter was tabled for review of the Act 537 and holding tanks. Mr. Schilling asked if anyone has looked at it, in the minutes Mr. Kravitsky was to look at, and legal was to review. Mr. Schilling said an answer should be had prior to land development. It will be 3 years with approvals, and nothing has been done. Mr. Kravitsky noted there was contention between the attorneys related to surveys, that is what the holdup was. Mr. Kravitsky stated a new stormwater plan has been submitted and is being reviewed. The request to the Zoning Hearing Board is for the size of the building with no increase in impervious surface. Mr. Schilling asked if there was a time frame and said this was approved last spring with the wrong survey. It was noted there was a new plan submitted last spring. Mr. Schilling said it was brought up in August and said there still isn't a review of the new stormwater plan. Mr. Kravitsky said it hasn't been submitted because the engineer wasn't sure how it would affect the new plan as there may be other revisions that are needed. Mr. Baldwin stated he issued his 3<sup>rd</sup> review of the plan on December 10, 2025. Mr. Schilling asked if the updated plan is for the Zoning Hearing Board as another plan should be supplied for their review. Mr. Vey stated the application has to be readvertised. There was no further discussion at this time.

**Ordinance Amendment:**

Amendment to the Milford Township portion of the Quakertown Area Zoning Ordinance by deleting Sections 518 and 519 in their entirety and amending the Milford Township Subdivision and Land Development ordinance by renaming SALDO Section 509 to read "Street Access, Parking and Loading Design Standards and by appending the current Zoning Sections 518 and 519 to SALDO Section 509. Mrs. Harper opened the Public Hearing for adoption of Ordinance No. 188 at 7:14 p.m. Mrs. Harper marked the exhibits, T1-Proof of Publication, T-2 Milford Township Planning Commission Recommendation letter, recommend approval of ordinance with small revision, and Quakertown Area Planning Committee review letter dated December 11, 2025, which had no comments, into evidence. Mrs. Harper stated the Ordinance proposes to move the driveway standards from Zoning into SALDO and noted nothing is really changing, and it fits better in the Land Development Ordinance than in the Zoning Ordinance. Mrs. Harper asked for comments, none were received. Mr. Mininger asked if this is taking the driveway dimensions out of zoning and putting them in subdivision and land development. Mrs. Harper stated that is correct and this is where most technical standards are found. Mrs. Harper closed the hearing at 7:16 p.m.

Mr. Haberle made a **MOTION**, seconded by Mr. Johnson, to approve and adopt **Ordinance No. 188**, Street Access, Parking and Loading Standards. The motion passed unanimously.

**Land Development:**

**Rotho Blaas USA, Inc., Final Plan of Land Development, 2075 Rosenberger Road, TMP No. 23-010-073.**

Construction of 96,427 square foot warehouse and office. Mr. Haberle said he would like a recap of the phasing and what will be done with Phase I. Mr. Ciliberto, representative for the applicant, stated this is final approval of Phase I which includes all improvements of the entire site, Rosenberger Road intersection, widening of Rosenberger Road, water, sewer, landscape berm, and the northern parking lot. The southern parking lot is not included in Phase I. The building itself is 50% of what the entire plan includes. The second half of the building will come with Phase II which will include the second parking lot. All capital improvements, Rosenberger Road, Fire Company and water and sewer have been approved, and the applicant agrees to the final technical review of the township engineer. Mr. Ciliberto said the NPDES permit is in hand. The permit is calculated for the entire project, both phases without a need to revise the stormwater. Mr. Vey stated the applicant presented a very competent preliminary plan and with the phasing, the application is for Phase I and II. A discussion was held with the solicitor, and approval can be granted. The project phases will include the cost of public improvements and will proceed under separate Land Development and Financial Security Agreements, eliminating the need to repeat the land development approval process that has already been completed. Mrs. Harper said the latest draft of the resolution does state the project can be done in phases. The idea would be if the Board wants to grant approval, they can escrow Phase II separately. Mr. Ciliberto stated they are fine with whatever suits the Board. Mr. Haberle said phasing isn't an issue and asked about the reserve parking area that overlays part of the stormwater system. Mr. Ciliberto stated there are ways to manage that if the applicant should need the parking. Mr. Baldwin stated this has been identified in previous reviews. Mr. Vey stated this reserved parking area deals with part of zoning and would only be triggered with a change of use and noted the million square foot warehouse was handled with a declaration in the deed. Mr. Haberle said he wants to make sure everyone is on board and saw it the same way. Mr. Haberle stated he has no further

questions or comments. Mr. Mininger stated it is his understanding that the perimeter area has been deleted from the plan. Mr. Ciliberto said yes, the plan has been modified. Mr. Mininger asked if the plan has been reviewed by the Fire Company. Mr. Vey stated the perimeter is stone access which is immediately adjacent to Milford Square Pike and was put in by the Fire Marshal, under comment 2. It states in the resolution that it must be signed off by the Fire Marshal. If you look at the stone emergency access it is immediately adjacent to the building. Mr. Ciliberto noted there is also emergency access to Alamingo Drive and when the southern parking lot is installed there will be complete access all around.

Mr. Haberle made a **MOTION** to approve **Resolution No. 2026-06**, Final Plan of Land Development for Rotho Blaas USA, Inc., 2075 Rosenberger Road, TMP No. 23-010-073. The motion was seconded by Mr. Mininger and passed unanimously.

**Milford Village Road Improvements, Preliminary/Final Plan of Land Development Route 663, TMP No. 23-010-175-001; 23-010-179; 23-015-099-005; 23-015-121.** Mr. Marty Smith of Pany & Lentz was in attendance to present the proposal. Mr. Haberle submitted a memorandum noting that he abstains from the vote as he has a wife who works for the applicant. Mr. Smith stated the proposal includes road improvements for Milford Village, widening of 663 from LifeQuest Drive to Mill Hill Road, Mill Hill Court, and Abby Lane. Mr. Smith noted that the Planning Commission reviewed the plan and recommended approval pending submission of a revised plan. Mr. Smith stated he met with Mr. Baldwin and following that meeting a revised plan was submitted. He further noted that he has received a revised review letter dated December 23, 2025, along with a Water Authority review letter dated December 23, 2025, and a Milford Trumbauersville Area Sewer Authority review letter dated January 5, 2026. Mr. Smith asked if there were any questions. Mr. Mininger said in looking at the review letter from the township engineer, there are a lot of comments. Mr. Smith stated the majority of the comments, which are will comply, relate to drafting as this is a 100-page plan set. Mr. Smith further noted the NPDES permit application will be submitted by the end of this week and the PennDOT review is underway. The HOP plan was reviewed and approved many years ago, they are now going through construction review. Mr. Mininger said it appears most comments would be handled under NPDES. Mr. Baldwin stated that is correct with Mr. Smith adding the township engineer comments wouldn't change the plan. Mrs. Harper said one thing the Board may be interested in is what roads are to be dedicated and which roads are not. Mr. Smith stated LifeQuest Drive and Abby Lane will both be public roads and are designed to public standards. Mr. Mininger said he has no problem with granting preliminary approval but is hesitant for final approval with all the comments. Mr. Vey asked Mr. Smith if they will comply comments and if they could present a plan at the next meeting. Mr. Smith said they can comply with the township and water comments. Mr. Vey asked if there would still be outstanding issues after the February meeting. Mr. Smith stated their stance is this project does not generate sewer and there are engineering items that need to be sorted out with the Sewer Authority. Mr. Smith said it may be possible to have a revised plan by the meeting but not enough time for Mr. Baldwin to review the plan. Mr. Baldwin said he can offer this, the township review letter includes outside agency approvals and noted it sounds like there is a willingness to comply with the review letter and asked Mr. Smith if he is okay with a conditional preliminary approval then come back with a final plan. Mr. Vey stated the agenda lists the proposal as preliminary/final. Mr. Smith said the plan will be submitted to the Conservation District and DEP to start the process, revised to address the latest engineering review, and finalized while seeking outside approvals at the same time. Mr. Vey stated this is an infrastructure plan and it is down to engineering plan detail. Mrs. Harper said the Board can take action subject to the review letters. When the applicant gets to final approval it will include financial security. It looks like the best thing is preliminary with conditions.

Mr. Mininger made a **MOTION** to grant Preliminary Land Development Plan approval for Milford Village Road Improvements, Route 663, TMP No. 23-010-175-001, with the condition the applicant comply with the Pennoni Review Letter dated December 23, 2025, the Milford Township Water Authority Review Letter dated December 23, 2025, and the Milford Trumbauersville Area Sewer Authority letter dated January 5, 2026. The motion was seconded by Mr. Johnson and passed unanimously.

### **Other Business:**

**St. Luke's Hospital, Request for Waiver of Maintenance Period/Release of Financial Security, 2200 Portzer Road, TMP No. 23-015-115-003.** Mr. Vey stated a request has been received from St. Luke's Hospital for release of financial security under the Land Development and Financial Security Agreement for the St. Luke's Hospital project, along with the West Wing Expansion project. The agreements call for an 18-month maintenance period following the completion of all improvements. Mr. Vey stated the clock never started and the hospital opened in 2019 with the maintenance period expiring in 2021 and the West Wing Expansion expiring in 2025. Mr. Vey asked if we are willing to credit time served. Mr. Haberle asked Mr. Baldwin of any known issues with the facility. Mr. Baldwin stated the NPDES permit was closed

last year and if there were any issues with the establishment of plantings it would have been addressed. Mrs. Harper stated she sees no issues.

Mr. Haberle made a **MOTION** to approve the request of the Waiver of Maintenance Period and release of Financial Security for St. Luke's Hospital and the West Wing Expansion. The motion was seconded by Mr. Mininger and passed unanimously.

**Sewage Facility Planning Module. Gabriel Subdivision, 2065 Old Woods Road, TMP No. 23-020-120-001.** Mr. Vey stated this is procedural. The proposal received approval for a minor 2-lot subdivision on Old Woods Road. There is existing on-site sewage on Lot 1 and a proposal for an on-lot system on Lot 2 along with an alternate site.

Mr. Haberle made a **MOTION**, seconded by Mr. Johnson, to approve the Sewage Facility Planning Module for the Gabriel Subdivision located at 2065 Old Woods Road, TMP No. 23-020-120-001. The motion passed unanimously.

### **Correspondence:**

**Bucks County Airport Authority Meeting Minutes.** Mr. Mininger stated the November 12, 2025 Minutes are available for review. The obstruction removal project is coming along, and hangers will be done late next year. The flight school is going to be collaborating with DeSales University in the spring. Mr. Haberle asked if these are new hangers or replacements. Mr. Mininger stated they will be new.

**Quakertown Area Planning Committee Meeting Minutes.** Mr. Haberle stated the QAPC Minutes of October 14, 2025 are available for review. The only item discussed at the meeting for Milford Township was the proposed Zoning Amendment. Mr. Haberle stated Mr. Mininger will be sitting on the Quakertown Area Planning Committee as a member of the Board.

**Milford Township Water Authority Meeting Minutes.** Mr. Haberle reported the Milford Township Water Authority meeting minutes of November 11, 2025 are available for review.

**Milford Trumbauersville Area Sewer Authority Meeting Minutes.** Mr. Haberle reported the Milford Trumbauersville Area Sewer Authority meeting minutes of November 17, 2025 are available for review.

### **Reports:**

**Code Enforcement Departmental Report.** Mr. Kravitsky presented the December 2025 Report. A total of 18 permits were issued in December: 7 residential renovations, 4 zoning, 6 commercial, and 1 single family dwellings. A total of 7 Use & Occupancy permits were issued, and 1 Zoning Hearing Board Application was received.

**Public Works Departmental Report.** Mr. Todd reported the Public Works Department was busy with various weather events. The crew salted the township roads five times and plowed twice. High winds caused snow drifting three different times that required plows to push them back. The high winds caused roads to be closed due to down wires and fallen trees that had to be cleaned up. The chipper was taken to different roads to clear brush and down trees. Various traffic signals had to be reset, and one had to be temporarily run with a generator. In between snow events, trucks were washed to keep them free of road salt while plows edges were replaced as needed. Storm water inlet repairs were continued, and potholes were filled with cold patch. Picnic tables from Molasses Creek Park were brought into the shop to be repaired and refinished. An old railing along the sidewalk in Milford Square was rotten so a new one was built and installed for safety. The Leaf Vac was taken to Old Woods Road to clean out the ditches that were overflowing with leaves. The trailer and sheds on the Township-owned property at 2085 Upper Ridge Road were ripped down, loaded in dumpsters, and hauled away. The area was then graded out and covered with hay.

**Park Board Minutes.** None

**Milford Fire Company Report.** Mr. Haberle reported the Milford Fire Company Report for December 2025 is available for review.

**Trumbauersville Fire Company Report.** Mr. Haberle reported the Trumbauersville Fire Company Report for December 2025 is available for review.

**Manager Reports.** None

**Public Comment on Non-Agenda Items:** Mr. Bryan Malachowski of Breisch Road asked if there was an update on the state of the bridge on Allentown Road, on the north side coming south on Allentown Road. The bridge abutment was hit. Mr. Vey stated it is a matter of which comes first, the bridge replacement on Weiss Road or the bridge replacement on Allentown Road. There were issues with the right of way acquisition for the Allentown Road/Rt. 663 project. Mr. Vey stated he will make a call for coordination.

**Adjournment:** With there being no further business Mr. Mininger made a **MOTION** to adjourn the January 5, 2026 Milford Township Board of Supervisors meeting at 8:00 p.m. Mr. Haberle seconded the motion. The motion passed unanimously.